



STATE OF CONNECTICUT
Department of Public Health
Information Technology Section
Tele: (860) 509-7186

TO: Data Request Customer

FROM: Data Request Office
Information Technology Section

RE: Health Care Professional Data Requests – LABEL FORMAT

This correspondence is intended to provide information to persons and/or organizations requesting information from the Department of Public Health (DPH) Health Care Licensing database on a **mailing (Avery) label**. Completing the attached form(s) will help you understand what is available and likewise, document to us precisely what you are requesting.

Guidelines are as follows:

- We require **PREPAYMENT** for all orders. Your order will not be started until payment is received.
- We will provide you with your choice of SORT ORDER and ADDRESS LOCATION shown on page 4.
- These are licensed **ACTIVE** health professionals that hold a valid Connecticut license, regardless if they are practicing, not practicing, or retired.
- Our files currently DO NOT include any employment data or group practice affiliation. Telephone and/or facsimile numbers are not available on labels.
- Some of the data elements may be incomplete and/or unverified in our files because of the type of information we receive from the professional completing their applications. For example, the address given may be their home or business location. *PLEASE NOTE ON THE RN FILE, DUE TO FREQUENT ADDRESS CHANGES, 10% OF THOSE LISTED MAY HAVE INVALID ADDRESSES.*
- Routine requests may take up to at least 4 to 6 weeks to process from the date your request is opened and payment is verified for accuracy. If you need overnight shipping, please include your Federal Express billing number on the questionnaire **(these charges to be billed directly to you)**.

DISCLAIMER: Upon receiving your request, we ask you to inspect the data as soon as possible. We will not be responsible for any errors/damages after a 2-month period. It will be at the discretion of our Department whether to replace any data in this time period.

Procedures:

- **PLEASE PRINT LEGIBLY.** We will not be held responsible if your request is sent to the wrong address because the contact information is illegible.
- When filling in the 'requestor information', please complete ALL lines regardless if you pick-up your completed request.
- We do not accept payment by credit card.

- NOTE: when writing your check, it must reflect the correct amount and be made payable exclusively to: **"Treasurer, State of Connecticut"**. **OTHERWISE, CHECKS THAT ARE NOT MADE PAYABLE AS INDICATED OR IN THE WRONG AMOUNT, WILL BE RETURNED AND YOUR REQUEST WILL BE DELAYED UNTIL A CORRECT CHECK IS RECEIVED.**

- Upon completion of the forms, please send pages 2 to 4 and your check to:

Department of Public Health
Information Technology Section
ATTN: DATA REQUEST OFFICE
410 Capitol Avenue
MS #13DPR
Hartford, Connecticut 06134

If you have questions, please contact the Data Request office at (860) 509-7186.

For I.T. Office Use Only:	DR picked up by: _____ Date _____	DATE D.R. SENT:
<i>Date Rec'd/Amt. Rec'd</i>	<i>Processed</i>	<i>Created</i>

**State of Connecticut Department of Public Health
Information Technology Section
LABEL Data Request Form**

(1) Requestor Information (Complete **ALL**): Date of Request _____
(PLEASE PRINT CLEARLY OR TYPE)
 Contact Person: _____
 Company Name: _____
 Telephone Number: _____
 Address Where Request is to be sent: _____

 Do you wish to pick-up the request when completed? ☐ Yes ☐ No. If yes, please provide us with a phone number.
NOTE: Your request will only be sent express mail if you provide us with a billing/account number.
 Do you wish to have your request sent to you via FedEx press Overnight? ☐ Yes/☐ No. (If yes, state billing #: _____)
 If answered Yes, provide us with an address label with your address as recipient with your billing number indicated on the label.
 By answering No, understand that **normal shipping** will be used to send your request. **Allow 4 to 6 weeks for delivery.**

(2) Media type:
 Labels ☐ **PAGES 2 AND 3 REFLECT THE PROCESSING FEES FOR MAILING LABELS.**

(3) Professions: (Check those professions that apply)		COST OF LABEL		APPROXIMATE QUANTITY		TOTAL LICENSED
	LICENSE TYPE CODES & DEFINITIONS	*IN STATE	**ALL	IN STATE	OUT OF STATE	AS OF 01/21/2009
<input type="checkbox"/>	ALL Professions (NOT APPLICABLE TO LABELS)			157,029	31,802	188,831
<input type="checkbox"/>	43 ACUPUNCTURIST	\$ 65	\$ 65	183	134	317
<input type="checkbox"/>	12 ADVANCED PRAC. REG. NURSE	\$ 85	\$ 95	2,604	436	3,040
<input type="checkbox"/>	91 ASBESTOS ABATEMENT SUPERVISOR	\$ 65	\$ 65	779	524	1,303
<input type="checkbox"/>	90 ASBESTOS ABATEMENT WORKER	\$ 65	\$ 75	740	1,752	2,492
<input type="checkbox"/>	40 ASBESTOS CONSULT.-INSP. MGMT PLNR	\$ 65	\$ 65	81	29	110
<input type="checkbox"/>	39 ASBESTOS CONSULT.-INSPECTOR	\$ 65	\$ 65	182	70	252
<input type="checkbox"/>	41 ASBESTOS CONSULT.-PROJ. DESIGNER	\$ 65	\$ 65	80	40	120
<input type="checkbox"/>	42 ASBESTOS CONSULT.-PROJ.MONITOR	\$ 65	\$ 65	168	53	221
<input type="checkbox"/>	53 ASBESTOS CONTRACTOR	\$ 65	\$ 65	101	134	235
<input type="checkbox"/>	54 ATHLETIC TRAINERS	\$ 65	\$ 65	469	40	509
<input type="checkbox"/>	17 AUDIOLOGIST	\$ 65	\$ 65	198	46	244
<input type="checkbox"/>	25 BARBERS	\$ 65	\$ 75	1,470	150	1,620
<input type="checkbox"/>	45 CERT ALCOHOL / DRUG CNSLR	\$ 65	\$ 65	278	20	298
<input type="checkbox"/>	07 CHIROPRACTOR	\$ 65	\$ 65	850	165	1,015
<input type="checkbox"/>	22 DENTAL GEN ANES/CONS SEDAT PMTE	\$ 65	\$ 65	130	3	133
<input type="checkbox"/>	21 DENTAL CONSCIOUS SEDATION PMTE	\$ 65	\$ 65	15	0	15
<input type="checkbox"/>	13 DENTAL HYGENIST	\$ 85	\$ 95	2,772	731	3,503
<input type="checkbox"/>	02 DENTIST	\$ 85	\$ 85	2,721	460	3,181
<input type="checkbox"/>	59 DIETITIAN / NUTRITIONIST	\$ 65	\$ 65	597	44	641
<input type="checkbox"/>	15 ELECTROLOGISTS	\$ 65	\$ 65	156	18	174
<input type="checkbox"/>	30 EMBALMER	\$ 65	\$ 65	724	123	847
<input type="checkbox"/>	73 EMERGENCY MED SERVICES – INSTRUCTOR	\$ 65	\$ 65	422	10	432
<input type="checkbox"/>	70 EMERGENCY MEDICAL TECHNICIAN	\$ 155	\$ 165	9,881	589	10,470
<input type="checkbox"/>	71 EMERGENCY MEDICAL TECH-INTER	\$ 65	\$ 65	787	19	806
<input type="checkbox"/>	31 FUNERAL DIRECTOR	\$ 65	\$ 65	59	3	62
<input type="checkbox"/>	56 FUNERAL HOMES	\$ 65	\$ 65	298	1	299
<input type="checkbox"/>	20 HAIRDRESSER /COSMETICIAN	\$275	\$285	21,431	2,537	23,968
<input type="checkbox"/>	37 HEARING INSTRUMENT SPECIALIST	\$ 65	\$ 65	112	9	121

<input type="checkbox"/>	09	HOMEOPATHIC PHYSICIAN	\$ 65	\$ 65	12	1	13
<input type="checkbox"/>	52	LEAD ABATEMENT/CONSULT. CNTRTR	\$ 65	\$ 65	28	3	31
<input type="checkbox"/>	50	LEAD ABATEMENT CNTRTR	\$ 65	\$ 65	69	36	105
<input type="checkbox"/>	64	LEAD ABATEMENT SUPERVISOR	\$ 65	\$ 65	119	21	140
<input type="checkbox"/>	65	LEAD ABATEMENT WORKER	\$ 65	\$ 65	190	1	191
<input type="checkbox"/>	51	LEAD CONSULTANT CONTRACTOR	\$ 65	\$ 65	30	10	40
<input type="checkbox"/>	68	LEAD INSPECTOR	\$ 65	\$ 65	49	3	52
<input type="checkbox"/>	67	LEAD INSPECTOR RISK ASSESSOR	\$ 65	\$ 65	91	22	113
<input type="checkbox"/>	66	LEAD PLANNER/PROJECT DESIGNER	\$ 65	\$ 65	49	3	52
<input type="checkbox"/>	44	LICENSED ALCOHOL / DRUG CNSLR	\$ 65	\$ 65	629	59	688
<input type="checkbox"/>	16	LICENSED NURSE MIDWIFE	\$ 65	\$ 65	172	39	211
<input type="checkbox"/>	11	LICENSED PRACTICAL NURSE	\$165	\$175	10,623	1,622	12,245
<input type="checkbox"/>	27	MARRIAGE / FAMILY THERAPIST	\$ 65	\$ 65	863	81	944
<input type="checkbox"/>	29	MASSAGE THERAPISTS	\$ 95	\$ 95	3,525	467	3,992
<input type="checkbox"/>	69	MEDICAL RESPONSE TECHNICIAN	\$115	\$115	6,317	91	6,408
<input type="checkbox"/>	61	MIDWIFE	\$ 65	\$ 65	1	0	1
<input type="checkbox"/>	05	NATUROPATHIC PHYSICIAN	\$ 65	\$ 65	169	62	231
<input type="checkbox"/>	36	NURSING HOME ADMINISTRATOR	\$ 65	\$ 65	673	163	836
<input type="checkbox"/>	48	OCCUPATIONAL THERAPIST	\$ 75	\$ 95	1,588	324	1,912
<input type="checkbox"/>	49	OCCUPATIONAL THERAPIST ASST	\$ 65	\$ 65	513	89	602
<input type="checkbox"/>	57	OPTICAL SHOP	\$ 65	\$ 65	231	0	231
<input type="checkbox"/>	38	OPTICIAN	\$ 65	\$ 65	602	86	688
<input type="checkbox"/>	03	OPTOMETRIST	\$ 65	\$ 65	484	179	663
<input type="checkbox"/>	72	PARAMEDIC	\$ 75	\$ 85	1,712	202	1,914
<input type="checkbox"/>	14	PHYSICAL THERAPIST	\$ 85	\$ 95	3,330	935	4,265
<input type="checkbox"/>	63	PHYSICAL THERAPIST ASST	\$ 65	\$ 65	425	105	530
<input type="checkbox"/>	23	PHYSICIAN ASSISTANT	\$ 65	\$ 65	1,286	310	1,596
<input type="checkbox"/>	01	PHYSICIANS & SURGEONS/OSTEOPATHS	\$165	\$215	11,893	4,307	16,200
<input type="checkbox"/>	19	PODIATRIST	\$ 65	\$ 65	261	48	309
<input type="checkbox"/>	46	PROFESSIONAL COUNSELOR	\$ 65	\$ 65	1,416	144	1,560
<input type="checkbox"/>	08	PSYCHOLOGIST	\$ 65	\$ 75	1,552	202	1,754
<input type="checkbox"/>	28	RADIOGRAPHY TECHNICIAN	\$ 85	\$ 85	3,447	503	3,950
<input type="checkbox"/>	10	REGISTERED NURSE	\$475	\$585	42,173	10,981	53,154
<input type="checkbox"/>	35	REGISTERED SANITARIAN	\$ 65	\$ 65	379	50	429
<input type="checkbox"/>	26	RESPIRATORY CARE THERAPIST	\$ 65	\$ 75	1,391	287	1,678
<input type="checkbox"/>	95	RETIRED ADVANCED PRACTICE NURSE	\$ 65	\$ 65	15	11	26
<input type="checkbox"/>	94	RETIRED LICENSE PRACTICAL NURSE	\$ 65	\$ 65	282	99	318
<input type="checkbox"/>	93	RETIRED REGISTERED NURSE	\$ 95	\$ 95	2,040	832	2,872
<input type="checkbox"/>	58	SOCIAL WORKER	\$ 95	\$115	4,519	512	5,031
<input type="checkbox"/>	18	SPEECH PATHOLOGIST	\$ 75	\$ 85	1,952	357	2,309
<input type="checkbox"/>	32	SUB-SURFACE SEWER CLEANER	\$ 65	\$ 65	217	35	252
<input type="checkbox"/>	33	SUB-SURFACE SEWER INSTALLER	\$ 75	\$ 75	2,441	111	2,552
<input type="checkbox"/>	47	VETERINARIANS	\$ 65	\$ 65	936	258	1,194

*"IN-STATE" refers to those who gave us a Connecticut address.

**"ALL" refers to all those who are licensed in Connecticut, regardless of address given us.

Lic. Types 93, 94, 95 can work on a volunteer basis but need a regular license to receive any salary.

REGISTERED NURSE LABELS: Be aware that if you order RN's on labels, you will receive approximately 1,800 **pages** of labels. In order to ensure receipt of these labels, we require a Federal Express billing number from you or you must pick them up. Otherwise, we cannot guarantee that you will receive delivery of the carton when sent regular mail.

(4) Sort order (Check only **one**):

Any choice for sort order other than listed below, CANNOT BE ACCOMMODATED. We do not sort by specialty or CT county.

Alphabetically by Surname then First Name ☐

Zip code then Surname then First Name ☐

City/Town then Surname then First Name ☐

(5) Address Location (Check only **one**): **NOTE** if selection not specified, then the option will default to 'All Licensees'.

All licensees (regardless of address on file) ☐ [These licensees either reside in Conn. or outside of Conn.]

Only Licensees with Connecticut Addresses ☐

PLEASE USE THE SPACE PROVIDED BELOW FOR LISTING SPECIFIED CT TOWNS (the official 169 state town names), CT COUNTIES, OR MEDICAL SPECIALTIES*, ZIP CODES WILL NOT BE ACCEPTED. ALSO USE THIS SPACE FOR ADDITIONAL COMMENTS:

*Specialty applies to Physicians and Surgeons (Code 001), Dentists (Code 002) & Homeopathic Physicians (Code 009)

MEDICAL TRAINING (SPECIALTIES) CODES

Certain professions may have graduated in training in a specialty. Listed below are the professions, profession codes, and the specialties. Note that these codes are self reported by each professional but are not mandatory.

Physicians/Surgeons and/or Homeopath Specialties

Physician	Homeopath	Descriptions
26	62	Aerospace Medicine
1	37	Allergy and Immunology
69	66	Anatomic Pathology
2	38	Anesthesiology
86	87	Bariatric Medicine
74	73	Cancel Epidemiology
81	80	Clinical Pathology
3	39	Colon and Rectal Surgery
4	40	Dermatology
5	41	Emergency Medicine
6	42	Family Practice
23	59	General Surgery
88	89	Homeopathic Medicine
82	83	Insurance Medicine
7	43	Internal Medicine
77	63	Legal Medicine
8	44	Medical Genetics
9	45	Neurological Surgery
36	64	Neurology
10	46	Neurology/Child Neurology
75	76	Neurosurgery
11	47	Nuclear Medicine
12	48	Obstetrics and Gynecology
68	65	Occupational Medicine
13	49	Ophthalmology
71	72	Oral & Maxillofacial Surgery
14	50	Orthopedic Surgery
15	51	Otolaryngology
35	78	Palliative Care
16	52	Pathology
17	53	Pediatrics
18	54	Physical Medicine & Rehab
19	55	Plastic Surgery
20	56	Preventive Medicine
21	57	Psychiatry
22	58	Radiology
24	60	Thoracic Surgery
999	999	Unknown
25	61	Urology

Dental Specialties

Dentist	Description
33	Endodontics
34	General Practice
32	Oral Pathology
27	Oral Surgery
28	Orthodontics
29	Pedodontics (Pediatric Dentistry)
30	Periodontics
31	Prostodontia
999	Unknown